

Minutes

**Monroe Downtown Development Authority
Regular Meeting
Wednesday, April 15, 2015
First Floor Conference Room
Monroe City Hall**

Chairperson Shaun McGowan called the meeting to order at 7:45 a.m.

1. Roll Call

Present: Chairperson Shaun McGowan, Mayor Robert Clark, Scott Goocher, Steve Pipis, Jodie Stevens, Tom Stewart, Anthony Trujillo, Cheri Weakly
Excused: Christopher Bica, Les Lukacs
Unexcused: Kimberle Daniels
Staff: Paula Stanifer, Dan Swallow
Guests: Mark Dealy, Pamela Dealy

2. Consent Agenda

- A. Approval of April Agenda
- B. Approval of Minutes of March 18, 2015 DDA meeting
- C. Financial Reports: Revenue and Expenditure, Itemized Expenditure

Motion by Ms. Stevens, seconded by Mr. Pipis to approve the Consent Agenda.

Motion carried unanimously.

3. 2014-2015 Work Program

A. Committee Project Status Reports

- 1. Design Committee – Jodie Stevens
 - Planting and cleanup will be Saturday, May 9. Meet in Loranger Square at 8:00 a.m. Mr. Trujillo will pick up the flowers Friday afternoon from Four Star.
- 2. Promotions Committee – Mary Gail Beneteau
 - Flea Market is June 13. Everyone is welcome to participate.
 - Wine Crawl is July 17.
 - Billboards are on hold until budget is approved.
- 3. Development Committee – Jim Jacobs
 - How To Start A Business monthly workshop are held at MCCC. Dates are May 12, June 9, July 21, and August 11, 2015. An Adventure Series will start in the fall.
 - Block captains – new information is available to be distributed by captains.
 - PlacePlans Alleyscape – Next meeting is April 23, 2015 at the Labor Museum.
 - Website – collaboration with Chamber, Tourism, and Tim Lake is proposed. Mr. Swallow will meet with these groups for input.

-Parking Lot next to RRCA – Committee felt no change is needed at this tie. May review after spa opens. Mr. Swallow and Ms. Stanifer will watch for open spaces at different times of the day. Committee noted that the lot behind the RRCA is long term parking.

4. Façade Grant Committee – Steve Pipis

-Memo received from Jeff Green to Façade Committee.

-Mr. Swallow presented letters from the HDC that are needed in order to notify property owners of façade grant status.

-Mr. & Mrs. Dealy discussed their project at 18-20-22 South Monroe Street.

B. DDA Office Report

-There will be a budget meeting April 20, 2015 with City Council. All members are encouraged to attend. Some of the concerns appear to be event planning, facades, and a full time director. We need to find common goals.

-Mayor Clark discussed process and meeting that is needed between council and DDA to be sure the long term goals are consistent.

4. Other Business

-Ms. Weakly stated that the benches are rusty and need to be cleaned and repainted.

-Mr. Trujillo stated there is lots of garbage everywhere. Who is responsible? Several members stated that it is the responsibility of the business owners on their property as well as the adjacent areas. DDA volunteers will be cleaning up the Downtown area on May 9.

-May 2 – Rotary Club is sponsoring a Super Hero race which will run through Downtown Monroe.

5. Communication

-Façade meeting will be scheduled before next DDA meeting to address communication received.

-Mr. Trujillo stated that concrete blocks were pushed during snow plowing in the RRCA lot and next to be fixed.

-Mr. McGowan opened Cravings yesterday. New residents visited who have just moved from Warren. They like our town.

6. Adjournment

A motion to adjourn was made by Ms. Stevens, supported by Mayor Clark at 9:20 a.m.

Motion carried unanimously